

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Friday, February 6, 2015 at 9:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac; Frohling; Greshay; and Schmidt.

ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; Angela Zilliox, Human Resources Specialist; Julie Kolp, Finance Director; Alyssa Schultz, Division Manager, HS&H; John Corey, Corporation Counsel; Russell Kottke, County Board Chair via telephone conference.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Duchac to approve the minutes of the January 20, 2015 regular and closed session meetings of the Human Resources and Labor Negotiations Committee. Second by Frohling to approve the minutes. Motion carried.

Eske gave the Committee an update on the Kronos Project and answered questions from the Committee members.

Motion by Schmidt to table agenda item eight (8), Consideration of Tentative Agreement with Sworn Union, until the next Committee meeting on February 17, 2015.

Discussion followed regarding at what point it is appropriate for the Committee to consider and discuss the tentative agreement. The Committee questioned Corey about procedure regarding introducing a resolution from the County Board floor. Russell Kottke, County Board Chair, was contacted via telephone to discuss delaying sending out the County Board packets. It was the consensus of the Committee to hold a special meeting on February 12, 2015 at 7:30 a.m. in order for the Committee to consider the tentative agreement and approve the resolutions. Schmidt withdrew his motion.

New motion by Schmidt to table agenda item eight (8), Consideration of Tentative Agreement with Sworn Union, until the February 12, 2015 meeting. Second by Frohling. Motion carried.

Schultz explained a Personnel Requisition for an Account Clerk II – LTE. She explained there is a need for assistance with billing in the Clinical Services unit. She explained that computer software is currently being updated and the full time Account Clerk II has been assisting in this

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process, which has put her behind in her billing duties. She stated this position would assist on a part time basis for a period of six-months. Eske stated that Mielke has approved this requisition. Schultz answered questions from the Committee.

One (1) Account Clerk II – LTE P.T., Human Services & Health Department

Motion by Greshay to approve the personnel requisition as presented. Second by Duchac. Motion carried.

The Committee reviewed the remainder of the Personnel Requisitions. Mielke recommended approval of these requests.

One (1) County Patrolman – F.T., Highway Department

One (1) Utility II-Truck Driver – F.T., Highway Department

Seven (7) Seasonal Employees, Highway Department

One (1) Economic Support Specialist - F.T., Human Services & Health Department

One (1) Psychiatric Therapist II - Outpatient - F.T., Human Services & Health Department

One (1) Database Administrator – F.T., Information Technology Department

One (1) Summer 4-H Youth Educator – Seasonal, UW Extension Department

One (1) Dodge County 4-H Youth Dairy & Livestock Summer Intern, UW Extension Department

Motion by Schmidt to approve the Personnel Requisitions as presented. Second by Duchac. Motion carried.

Leave of Absence: None.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: Joel T. Kiesow, Court Security Officer II, Sheriff's Department – Security Division at \$18.23, Pay Grade SSU02, Step 1_ST effective 01-06-15; Dustin C. Waas, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$25.35, Pay Grade SSU04, Step 1_ST effective 02-09-15. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: Kelsey A. Knaup, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$25.35, Pay Grade SSU04, Step 1_ST effective 01-20-15. STEP INCREASE – UNION: John L. Gallenbeck, Traffic Patrol Officer, Sheriff's Department - Patrol Division at \$26.72, Pay Grade SSU04, Step 4M30 effective 01-02-15; Taylor T. Nehls, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$26.30, Pay Grade SSU04, Step 3M18 effective 02-19-15. NEW HIRE: Michael R. Falkinham, Transportation Driver, Human Services & Health Department at \$12.16, Pay Grade MSC17, Step ST01 effective 01-06-15; Jill M. Reifsnider, Psychiatric Therapist II, Human Services & Health Department at \$26.29, Pay Grade DC09, Step ST01 effective 01-19-15; Carol A. Vander Woude, Counselor III – AODA, Human Services & Health Department at \$22.44, Pay Grade DC07, Step ST01 effective 01-13-15; Anthony S. Lemminger, Custodian II, Physical Facilities Department at \$12.96, Pay

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Grade DC02, Step ST01 effective 01-26-15; Ellen C. Bohn, Staff Assistant, UW Extension Department at \$10.89, Pay Grade DC01, Step ST01 effective 01-29-15. RE-HIRE Robert A. Neuman, Transport Officer-Occasional, Sheriff's Department – Jail Division at \$17.96, Pay Grade MSC37, Step 01ST effective 01-12-15. LIMITED TERM/SEASONAL: None. RECLASSIFICATION: Dale J. Schmidt, Elected Official – Sheriff, Sheriff's Department – Administration at \$41.88, Pay Grade EON05, 01ST effective 01-05-15. STEP INCREASE: Cheryl L. Sahr, Child Support Specialist II, Child Support Department at \$19.65, Pay Grade DC05, Step ST03 effective 01-17-15; Franklin C. Fredrick, Utility II/Truck Driver, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 12-27-14; Gary J. Schulz, Engineering Technician VI, Highway Department at \$26.28, Pay Grade DC07, Step S07B effective 03-06-15; Bruce H. Wolff, County Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 02-27-15; Jodell K. Bolda, Social Worker II, Human Services & Health Department at \$23.72, Pay Grade DC07, Step ST03 effective 01-10-15; Randy L. Nofsinger, Maintenance Mechanic, Physical Facilities Department at \$21.24, Pay Grade DC05, Step ST06 effective 01-30-15. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

HR Director's Report:

- a) Disciplinary Actions: Rains informed the Committee that an employee of Clearview received an unpaid suspension for failure to provide cares as instructed.
- b) Grievances and Arbitrations: None.

Future Agenda Items:

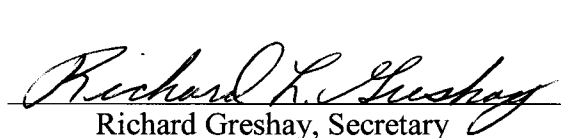
Discuss the Non-represented Compensation Plan at the February 17th meeting.

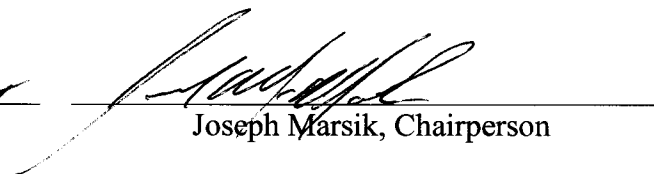
Consideration of tentative agreement with the Sworn Union.

Future Meeting Dates and Times

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are a **special meeting to be held on February 12, 2015 at 7:30 a.m. and regular meetings on February 17, 2015 and March 3, 2015 at 9:00 a.m.**, all of which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 10:00 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

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Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.